



**DEFENSE LOGISTICS AGENCY
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IN REPLY
REFER TO

J-63

OCT 09 2001

**MEMORANDUM FOR DLA CORPORATE BOARD
COMMANDERS, PRIMARY LEVEL FIELD ACTIVITIES**

**SUBJECT: Purchase of Microsoft Server Products Through the Department of Defense (DoD)
Enterprise Software Initiative (ESI)**

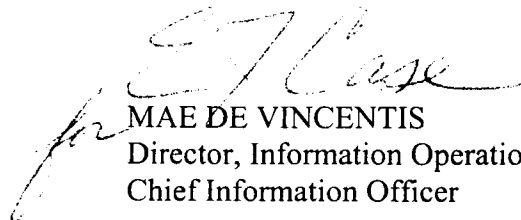
This memorandum provides guidance on the purchase of Microsoft Server products, defines policy mandating the use of ESI for those purchases, and outlines available sources for products and maintenance under the ESI agreement. DLA memorandum of October 25, 2000, provides initial guidance on ESI and waiver procedures.

All licenses purchased for Microsoft Server products under the existing DLA Enterprise Agreement (EA) have been distributed. Any new requirements must be purchased from the DoD inventory that currently exists on the ESI agreement. Upgrades to Microsoft Windows 2000 Advanced Server are not a part of the DLA EA and must also be purchased from ESI inventory.

The DoD Chief Information Officer has established guidance and policy that mandates when the ESI Enterprise Software Agreements must be used by DoD Components. Under this policy, the ESI must be used before any other source for purchasing designated software if DoD inventory exists. DLA must adhere to this policy when purchasing products existing under ESI.

Microsoft Server products from the ESI inventory are available for direct purchase through four vendors: ASAP, CDW-G, Dell, and GTSI. The chosen vendor must be notified that the purchase is from virtual ESI inventory. Upgrade Advantage or Software Assurance must be purchased with the licenses to ensure upgrade capability.

For information on ESI, reference <http://www.don-imit.navy.mil/esi>, or contact the DLA representative on the ESI Working Group, Mr. Bruce Paton, at (703) 767-2007 or DSN 427-2007. Requests for waivers are to be processed in accordance with DoD policy and sent by mail or e-mail to sandra_king@hq.dla.mil, with a copy to bruce_paton@hq.dla.mil.


MAE DE VINCENTIS
Director, Information Operations
Chief Information Officer

